

# FAA ALCOHOL MISUSE PREVENTION PROGRAM

## GLOSSARY OF TERMS

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### PROGRAM TERMS

<b>Accident</b>	An occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight and the time that all such persons have disembarked, and in which any person suffers death or serious injury or in which the aircraft receives substantial damage.
<b>Act (The Act)</b>	The Omnibus Transportation Employee Testing Act of 1991 (P.L. 102-143, October 28, 1991).
<b>Administrator</b>	The Administrator of the Federal Aviation Administration or his/her designated representative.
<b>Alcohol</b>	The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols, including methyl or isopropyl alcohol.
<b>Alcohol use</b>	The consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.
<b>Alcohol Misuse Prevention Program</b>	The actual implementation of the final rule, comprising training, testing, recordkeeping, reporting and any other elements required under this rule.

<b>Annual rate</b>	<p>The rate established by the FAA at or above which employers must conduct random alcohol tests each year, expressed as a percentage of an employer's safety-sensitive employees.</p> <p>[The number of employees x <b>rate</b> = number of tests required/year.]</p>
<b>Certification statement</b>	A written statement submitted by an employer (or consortium or contractor company) containing specified identifying information and an agreement to comply with the final rule.
<b>Consortium</b>	An entity, including a group or association of employers or contractors, that provides alcohol testing as required by this appendix and that acts on behalf of such employers or contractors, provided that it has submitted an AMPP certification statement to the FAA in accordance with Appendix J.
<b>Contemporaneous</b>	Happening at or near the same time.
<b>Contractor company</b>	A company that has employees who perform safety-sensitive functions for an employer by contract.
<b>Covered employee</b>	Any person performing specified safety-sensitive functions (see definition below) directly or by contract for an employer.
<b>DOT Agency</b>	An Agency (or "operating administration") of the United States Department of Transportation administering regulations requiring alcohol testing in accordance with 49 CFR part 40 (FAA, FHWA, RSPA, FTA, FRA).

<b>Employer</b>	A Part 121 certificate holder, a Part 135 certificate holder, an operator as defined in 14 CFR 135.1(c) (sightseeing operator), or an air traffic control facility not operated by the FAA or by or under contract to the U.S. military.
<b><i>Federal Register</i></b>	The document in which notices and Federal regulations are published. Items are cited by the volume, page, and date of publication (e.g., the final rule is cited as 14 CFR part 61, et al., (59 FR 7380; February 15, 1994)).
<b>Follow-up</b>	Type of alcohol test. If the person was determined to be in need of assistance with resolving an alcohol problem, must be conducted at least 6 times in the first year following an employee's return to safety-sensitive duty after having engaged in prohibited conduct.
<b>Part 67 airman medical certificate</b>	Certificate issued to persons meeting medical qualifications specified in the regulations. Pilots and certain air traffic controllers are required to hold part 67 certificates.
<b>Performing</b>	An employee is considered to be performing a safety-sensitive function during any period in which he/she is actually performing, ready to perform, or immediately available to perform such functions.
<b>Permanent bar</b>	A requirement of the Act; under certain circumstances an individual shall not be permitted to perform the duties related to air transportation that he/she performed prior to the date he/she engaged in impermissible use of alcohol.

<b>Post-accident</b>	Type of alcohol test; required after an accident meeting the definition in Appendix J.
<b>Pre-employment</b>	Type of alcohol test included in the rule published on February 15, 1994, but which was suspended indefinitely on May 10, 1995.
<b>Random</b>	Type of alcohol test. Testing must be unannounced, based on random selection at rate at least equal to 25% of the total number of covered employees. (Rate can be lowered to 10% or increased to 50%; changes are based on industry violation rate). Testing must be conducted at or near the time of performance of safety-sensitive functions.
<b>Random selection</b>	A sampling method in which each member of a population has the same chance of being chosen for random testing any time a selection is made.
<b>Reasonable suspicion</b>	Type of alcohol test. A decision to test must be based on a reasonable and articulable belief that the employee is engaging in prohibited conduct based on specific, contemporaneous physical, behavioral, or performance indicators of probable misuse of alcohol.
<b>Recidivism</b>	A return to alcohol (or drug) abuse or dependency behavior patterns.
<b>Return to duty</b>	Type of alcohol test. Required after engaging in prohibited conduct, including refusal to submit to a test required under the FAA's alcohol misuse rule before the individual can be returned to the performance of safety-sensitive functions (0.02 cut-off).

**Safety-sensitive  
function**

A function listed in 14 CFR part 121, Appendix J. The specific duties are:

- Flight Crewmember
- Flight Attendant
- Flight Instruction
- Aircraft Dispatch
- Aircraft Maintenance/preventive maintenance
- Ground Security Coordinator
- Aviation Screening
- Air Traffic Control

**Substance Abuse  
Professional**

Licensed physician (M.D. or D.O.), or a licensed or certified psychologist, social worker, employee assistance professional, or an addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission), with knowledge of and clinical experience in the diagnosis and treatment of alcohol-related disorders.

**Violation  
rate**

The number of covered employees found during random tests to have an alcohol concentration of 0.04 or greater plus the number of employees who refused a required random test, divided by the total reported number of employees in the industry given random alcohol tests plus the total reported number of employees in the industry who refused a required random test.

**TESTING PROCEDURE TERMS**

<b>Air blank</b>	A reading by an evidential breath testing device of ambient air containing no alcohol. (In evidential breath testing devices using gas chromatography technology, a reading of the device's internal standard.)
<b>Alcohol concentration</b>	The alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test administered under Appendix J.
<b>Breath alcohol technician</b>	A trained individual who instructs and assists in the alcohol testing process and operates an evidential breath testing device.
<b>Confirmation test</b>	A second test of a covered employee following a screening test with a result of 0.02 or greater, that provides quantitative data of alcohol concentration.
<b>Evidential breath testing device</b>	A device approved by NHTSA for the evidential testing of breath and placed on NHTSA's Conforming Products List of Evidential Breath Measurement Devices. Can be used for screening and confirmation testing if it meets all of the requirements in 49 CFR part 40.
<b>Nonevidential screening device</b>	A device approved by NHTSA for conducting screening tests for alcohol in saliva or breath and placed on the NHTSA Conforming Products List of Screening Devices to Measure Alcohol in Bodily Fluids. Cannot be used for confirmation testing.

**Quality  
Assurance Plan**

Plan for an evidential breath testing device, based on the manufacturer's knowledge of the behavior of its product, that covers such matters as external calibration methods, tolerances and intervals and inspection and maintenance requirements. QAPs are required for any evidential breath testing devices on the NHTSA Conforming Products List that will be used in DOT-required alcohol testing. Plans are submitted by manufacturers to NHTSA for approval.

**Screening test**

An initial analytical procedure to determine whether a covered employee may have a prohibited concentration of alcohol in his/her system.

**Screening test  
technician**

An individual trained in the use of nonevidential screening devices. Can perform screening tests using such devices, but cannot conduct confirmation tests using an EBT unless also qualified as a breath alcohol technician.